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CONFIDENTIAL

MINUTES

MEDICAL STAFF CAREER SERVICE BOARD MEETING
Thursday, 8 August 1957

25X1A9a

Present: AC/MS - Chairman
 C/PD - Voting Member
 C/TSD - Voting Member
 C/PCD - Voting Member
 AC/ASD - Acting Executive Secretary
 Secretary to AC/MS - Acting Recording Secretary

1. Minutes of Previous Meeting

25X1A9a The Acting Executive Secretary brought the Board's attention to the fact that [REDACTED] has been assigned to the position of Medical Service Officer rather than the position of Instructor, Medical Technical Fields as was noted in the Minutes of the Medical Staff Career Service Board Meeting of 24 July 1957. With the exception of this correction, the Minutes were approved as written.

2. Promotions

25X1A9a a. [REDACTED] GS-10, Medical Service Officer. The Acting Executive Secretary reviewed a request from the Registrar for promotion of [REDACTED] 25X1A9a from GS-10 to GS-11. The Acting Executive Secretary recommended approval of the promotion to GS-11. The Board Members approved this recommendation.

25X1A9a b. [REDACTED] GS-7, Medical Technician. The Acting Executive Secretary presented a request from [REDACTED] 25X1A9a from GS-7 to GS-9. In keeping with Medical Staff policy of one grade promotions, the Acting Executive Secretary recommended promotion to GS-8. The Board Members unanimously approved this recommendation. AC/MS recommended 25X1A9a that [REDACTED] be informed of [REDACTED] eligibility to become a GS-9, 25X1A6a and the Board agreed to this recommendation.

25X1A9a c. [REDACTED] GS-7, Medical Technician. The Acting Executive Secretary reviewed a recommendation submitted by [REDACTED] and endorsed 25X1A9a by the Chief of Station, [REDACTED], that [REDACTED] be promoted from GS-7 to 25X1A9a GS-8. [REDACTED] latest Fitness Report was reviewed, and the Acting Executive Secretary recommended that he be promoted from GS-7 to GS-8. The Members of the Board concurred in this recommendation, and the promotion was approved.

25X1A9a d. [REDACTED] GS-6, Secretary-Stenographer. The Acting Executive Secretary read a recommendation from DC/MS that [REDACTED] be 25X1A9a promoted from GS-6 to GS-7. He stated that an authorized position vacancy exists, and recommended that she be promoted from GS-6 to GS-7. The Board agreed to this recommendation.

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3. Request for Extension

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25X1A9a

25X1A9a The Acting Executive Secretary reviewed a request from [REDACTED] GS-7, Medical Technician, for permission to extend his overseas tour at [REDACTED] until 1 May 1958. [REDACTED] request was granted. 25X1A6a

4. Review of Fitness Reports

25X1A9a

25X1A9a The Acting Executive Secretary reviewed Fitness Reports recently received on [REDACTED] GS-12, Medical Service Officer, and [REDACTED] 25X1A6a
25X1A9a GS-9, Medical Technician. [REDACTED] and reviewed by [REDACTED] port at the [REDACTED] Station. In [REDACTED] 25X1A6a
25X1A9a and reviewed by [REDACTED] attached a memorandum noting his difference of opinion as the Reviewing Official. The memorandum dealt 25X1A6a
25X1A9a with his opinion of [REDACTED] potential which was not as high as [REDACTED] opinion. Members of the Board pointed out that [REDACTED] is not too free a 25X1A6a
25X1A9a rater, and he has been very pleased with the subject's performance. After a brief discussion, AC/MS suggested that the Board honor [REDACTED] rating. 25X1A6a
The Members agreed to this, and it was decided to attach a memorandum to the Fitness Report stating that the Medical Staff Career Service Board feels the Rater's views should be accepted over the views of the Reviewing Official.

5. Review of Training Evaluation Reports

25X1A9a The Acting Executive Secretary reviewed briefly the Training Evaluation Reports on [REDACTED] GS-10, Medical Service Officer. He has just completed a course in Photography and a course in Writing.

6. Periodic Step Increases

The following personnel will receive Periodic Step Increases in the near future:

25X1A9a

[REDACTED] GS-10, Administrative Officer
[REDACTED] GS-10, Chief Nurse
[REDACTED] 9, Medical Technician
[REDACTED] 4, Clerk Typist
[REDACTED] S-3, Clerk

7. AC/MS brought up the subject of the Technician Panel. He was informed that the Personnel Officer has received a recommendation suggesting the Panel submit recommendations to the Career Service Board for a membership change in the Panel. It is anticipated that such a recommendation will be forthcoming.

MS/emc

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